

**Planning Board Meeting Minutes**  
**January 23, 2013**

Present: Chairman John P. McGrath, Vice-Chairman Keith Cloutier

Members: Patricia Tanona and Jean Vincent

Planning Board Alternate: Peter D. Starkus

Staff: Planning Director Alan Gordon and Administrative Assistant Jayne Garney

Not Present: Member Trish Gill

**Chairman John McGrath opened the meeting at 7:00 p.m.**

**Mr. McGrath reviewed bills**

Member Patricia Rydlak made a motion to approve payments for bills. Member Jean Vincent seconded the motion. All members were in favor.

Member Patricia Rydlak made a motion to approve vouchers for payroll. Member Jean Vincent seconded the motion. All members were in favor.

**Planning Board Mail and Correspondences**

Chairman McGrath reviewed other communities' correspondences.

**Approval-Not-Required**

**Daniels Road**

Member Keith Cloutier made a motion to approve the ANR on Daniels Road to create one-lot from the YMCA property. Member Patricia Rydlak seconded the motion. All members were in favor.

**Ramshorn Road**

Member Keith Cloutier made a motion to the ANR on Ramshorn Road to create one-lot from the YMCA property. Member Patricia Rydlak seconded the motion. All members were in favor.

**61A Release Request-Dresser Hill Road**

The Planning Board reviewed the 61A request from Mr. Magiers on Dresser Hill Road.

Member Keith Cloutier made a motion that the Planning Board has no objection to the Town of Charlton choosing not to exercise right of first refusal of this parcel on Dresser Hill Road. Member Patricia Rydlak seconded the motion. All members were in favor.

### **Elly Pond Estates Approval Extension**

Member Keith Cloutier made a motion to extend the Elly Pond Estates definitive subdivision approval to 2-15-2014. Member Jean Vincent seconded the motion. All members were in favor.

### **WRTA Regional Bus Route Discussion**

Present to discuss the proposed regional bus route was Mr. Steve O'Neil, Worcester Regional Transit Authority Administrator, CMRPC Transportation Planner Mr. John Church, and Mr. Dave Schiller, who represents Charlton on the Board of Transportation.

Mr. O'Neil presented the details of the Route #29 location and operation.

Discussion ensued, and the Board was all in favor for the Planning Board to write a letter of support for the new proposed bus Route #29.

Mr. O'Neil stated the new bus service coming to Southbridge and Charlton will be in effect January 28, 2013.

### **Gunter Estates Definitive Subdivision and Flexible Open Space Special Permit Subdivision Application Public Hearing-(Continued)**

The Board reviewed at this public hearing session hearing session the open space design revisions and a traffic peer review report from Conley Associates.

Present for the open-space review was Mary Caulway of the Greater Worcester Land Trust. The Greater Worcester Land Trust has agreed to take the open-space.

Engineer Ms. Leslie Wilson, of the HS&T Group pointed to the access areas on the map for the open spaces. The two open space access areas are proposed at the end the subdivision cul-de-sacs for easy access.

Ms. Wilson explained there are 12 foot wide open-space strips proposed to access to the open-space with a 5 to 6 space gravel area proposed for parking.

The Board reviewed a memo from Conley Associates dated 1-16-2013 stating that after their review of the traffic study, they recommend the HS&T Group proposal

that Horne Homestead be widened to 20 feet, and Boucher Drive be widened to 24 feet wide.

There were no comments from the public

Member Keith Cloutier made a motion to continue the next public hearing session to February 6, 2013. Member Patricia Rydlak seconded the motion. All members were in favor.

#### **7:55 p.m. Ralph Willmer-Sign By-Law Revision Project**

Present for the second draft review was Mr. Ralph Willmer, of VHB, Inc. and Mr. Curt Meskus, Zoning Enforcement Service/Building Commissioner.

The Board reviewed 2 draft by-law hand-outs from Mr. Ralph Willmer; Allowed Sign and Conditions of Use and the revised Section 5.6. Sign Regulations of the Zoning By-Law. General discussion ensued on the draft details.

Mr. Gordon stated the Board will review the drafts one more time on February 6<sup>th</sup>, and have a February 20<sup>th</sup> meeting with Mr. Willmer, Mr. Meskus and the Board.

#### **8:30 p.m. 2012 Annual Report**

Member Jean Vincent made a motion to approve the 2012 Annual Planning Board report. Member Patricia Rydlak seconded the motion. All members were in favor.

#### **Ted's Citgo/Express Gulf Signage Design Revision Discussion**

Member Patricia Rydlak made a motion to approve the field adjustment at Ted's Citgo for a proposed design revision to replace the existing Citgo gasoline retail signage with Gulf gasoline signage.

Member Jean Vincent seconded the motion. All members were in favor.

#### **Planning Board Annual Development Projection List**

The Town Planner passed out the Annual Development Projection List dated 1-23-13.

Member Patricia Rydlak made a motion to accept the list and share it with the Selectmen, Town Administrator, and the Finance Committee.

Member Jean Vincent seconded the motion. All members were in favor.

**Minutes:****November 14, 2012**

Member Jean Vincent made a motion to approve the November 14, 2012 minutes. Member Patricia Rydlak seconded the motion. All members were in favor.

**November 28, 2012**

Member Jean Vincent made a motion to approve the November 28, 2012 minutes. Member Patricia Rydlak seconded the motion. All members were in favor.

**December 12, 2012**

Member Jean Vincent made a motion to approve the December 12, 2012 minutes. Member Patricia Rydlak seconded the motion. All members were in favor.

Member Jean Vincent made a motion to adjourn. Member Patricia Rydlak seconded the motion. All members were in favor.

**Motion to adjourn at 9:00 p.m.**